



Active Shooting/Armed Subjects Response Protocol

The Texas Tech Police Department personnel are trained to respond to an active shooting incident by entering the building or facility as soon as possible, and proceeding toward the threat or shooter(s). They will move quickly and directly toward the threat. Early on in an incident, the police may not be able to rescue individuals because their main goal is to stop or neutralize the threat. Individuals need to try to remain calm and patient during this highly stressful time, so as not to interfere with the police operations. Individuals need to follow the responding officers' orders exactly as they are told. Normally, rescue teams are formed shortly after the first responding officers enter the building. They will be the officers who will search for injured individuals and get everyone safely out of the building. Please follow the orders of these rescue teams, too, so your evacuation from the building can be accomplished in a quick and safe manner. Remember to move towards police officers with your hands up so they can see that you are unarmed.

- 1. If you witness any armed individual on campus at any time or if an individual is acting in a hostile or belligerent manner, immediately contact the TTPD at 743-2000 or 9-911.**

- 2. If the armed subject is outside the building:**
 - Turn off all the lights and close and lock all windows and doors.
 - If you can do so safely, get all students on the floor and out of the line of fire.
 - Move to a core area of the building if safe to do so and remain there until an "all clear" instruction is given by Texas Tech Police or by a university authority.
 - If the staff or students do not recognize or doubt the identity of the authority that is giving instruction, they should not change their status.
 - Unknown or unfamiliar voices may be misleading and designed to give false assurances.

- 3. If the armed subject is inside the building:**
 - If it is possible to flee the area safely and avoid danger, do so.
 - Contact TTPD at 743- 2000 or at 9-911 with your location if possible.
 - If flight is impossible, lock all doors and secure yourself in your space.
 - Get down on the floor or under a desk and remain silent.
 - Get students on the floor and out of the line of fire.
 - Wait for the "all clear" instruction.

- 4. If the armed subject comes into your class or office:**
 - There is no one procedure the authorities can recommend in this situation. Do anything that you consider to be necessary to protect yourself.
 - Attempt to get the word out to other staff if possible, and call TTPD at 743-2000 or at 9-911 if that seems practical.
 - Use common sense. If hiding or fleeing is impossible, attempt to negotiate with the individual.
 - Attempting to overcome the armed subject with force is a last resort that should only be initiated in the most extreme circumstances.



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- Remember, there may be more than one active armed subject.
- Wait for the “all clear” instruction.
- Be careful not to make any changes to the scene of the incident since law enforcement authorities will investigate the area later.
- In case you must flee, do not go to the normal gathering site for your building. Get as far away from the shooting scene as possible and then contact authorities.